

Wright State University

CORE Scholar

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Ohio IR Day

Fall 2015 Meeting

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Oct 23rd, 11:20 AM - 11:30 AM

## Adding Syllabi to our Institutional Repository: EXHIBIT

Anne Davies

*Xavier University - Cincinnati*, [davies@xavier.edu](mailto:davies@xavier.edu)

Michelle Early

*Xavier University - Cincinnati*, [early@xavier.edu](mailto:early@xavier.edu)

Alison Morgan

*Xavier University - Cincinnati*, [morgan@xavier.edu](mailto:morgan@xavier.edu)

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XAVIER  
UNIVERSITY

# Adding Syllabi to our Institutional Repository: EXHIBIT

[www.exhibit.xavier.edu](http://www.exhibit.xavier.edu)

Anne Davies  
Michelle Early  
Alison Morgan



# History

- Agreement that syllabi would be available in the library
- Initially in binders
- From 1999 onwards, syllabi were scanned and put on Docutek E-Reserves system
- Syllabi were organized by college, semester, and department and were not password protected



# History

- You could locate syllabi by searching for the professor's name of syllabus and then searching for the appropriate college, semester and department
- Proposal to make the syllabi in Exhibit free access
- Pushback from faculty as google searching would make syllabi too freely available to anyone



# History

- No firm guidelines at Xavier as to who owns intellectual property of syllabi
- Many requests from alumni, current students, new faculty and sometimes faculty from other schools
- Decision to restrict access to current faculty, staff and students
- Created a statement and a link to a form where outside patrons can request access to syllabi. Deans of the various colleges will then make the decision about granting access



# Statement

ART SYLLABI

**ACCESS TO SYLLABI IS RESTRICTED TO CURRENT  
XAVIER FACULTY, STAFF AND STUDENTS.**

\*Alumni and visitors may request access to view the full text by filling out the following form: [Syllabus Request Form](#)



# Web Form

## Exhibit Request a Syllabus Form

Your Name \*

Your Email \*

Syllabus Year \*

Syllabus Semester \*

Course Title

Course Number

Department \*

Professor's Name

Intended use of syllabus \*



# Structure

- Challenging to create hierarchical structure for browsing that included everything we wanted and had the appropriate departments
- Included syllabi under Faculty Scholarship, as opposed to its own community
- Continue to add to and modify the structures somewhat as departments change and we realize we need new series





# Structure

- [Faculty Publications, Creative Works, and Syllabi](#)
- [Student Publications and Creative Works](#)
- [Xavier Centers and Special Programs](#)
- [Xavier Journals, Publications, Conferences, and Proceedings](#)
- [Xavier Archives and Library Special Collections](#)



# Structure

Browse the *Faculty Publications, Creative Works, and Syllabi* Collections:

[College of Arts and Sciences](#)

[College of Professional Sciences](#)

[Williams College of Business](#)

Browse the *College of Arts and Sciences* Collections:

## [Art](#)

- [Art Syllabi](#)
- [Faculty Scholarship](#)

## [Biology](#)

- [Biology Syllabi](#)
- [Faculty Scholarship](#)

## [Chemistry](#)

- [Chemistry Syllabi](#)
- [Faculty Scholarship](#)







# Structure

Browse the *Biology Syllabi* Collections:

[Biology Syllabi 2014](#)

- [Biology Syllabi Fall 2014](#)
- [Biology Syllabi Spring 2014](#)

## Syllabi from 2014

-  [PDF](#)    [102-01 Human Biology](#), Pamela Roy
-  [PDF](#)    [112-01 Life: Growing and Evolving](#), Patricia Cobb
-  [PDF](#)    [118-01 Life: World of Plants](#), Pamela Roy
-  [PDF](#)    [119-01 Life: Current Topics On Line](#), Charles Grossman



# Setting Up Restricted Access

- Set syllabi to use LDAP authentication- Users log-in via LDAP (which would automatically apply the necessary parameters for domain access) and access content
- Any user with an email address that ends in @xavier.edu would have access as that is what the domain parameter relies on



# Setting Up Restricted Access

or RSS

Existing **Subscriber?** Log in at the bottom of this page.

This content is available only to authorized visitors.

If you believe that you have reached this message in error, please notify [dc-support@bepress.com](mailto:dc-support@bepress.com) with the title and URL of the content you wish to access.

## Login

Email address or Xavier username:

Password:

☐ Remember me

[Forget your password?](#)

**New Email Address?** Please log in and choose **Edit Profile** on your **My Account** page to update your contact information or customize your password.



# Batch Uploading

- Batch uploading syllabi from our downloaded e-reserves files
- Created a public network drive to give us URLs for each document that BePress could access
- Renamed each document to take out spaces and for consistency



# Batch Uploading

	A	B	C	D	E	F	G	H	I	J
1	William	Anyonge	<a href="mailto:anyonge@xavier.edu">anyonge@xavier.edu</a>	354-01 Human & Comparative Anatomy	354-01	<a href="http://site.xavier.edu/bepress/Anyonge_354-01.pdf">http://site.xavier.edu/bepress/Anyonge_354-01.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
2	William	Anyonge	<a href="mailto:anyonge@xavier.edu">anyonge@xavier.edu</a>	355-01 Human & Comparative Anatomy Lab	355-01	<a href="http://site.xavier.edu/bepress/Anyonge_355-01.pdf">http://site.xavier.edu/bepress/Anyonge_355-01.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
3	Heather	Balyeat	<a href="mailto:Balyeat@xavier.edu">Balyeat@xavier.edu</a>	143-07 Anatomy and Physiology Lab	143-07	<a href="http://site.xavier.edu/bepress/Balyeat_143-07.pdf">http://site.xavier.edu/bepress/Balyeat_143-07.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
4	Brent	Blair	<a href="mailto:blairb@xavier.edu">blairb@xavier.edu</a>	120-01 Life: Ecology and People	120-01	<a href="http://site.xavier.edu/bepress/Blair_120-01.pdf">http://site.xavier.edu/bepress/Blair_120-01.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
5	Brent	Blair	<a href="mailto:blairb@xavier.edu">blairb@xavier.edu</a>	120-02 Life: Ecology and People	120-02	<a href="http://site.xavier.edu/bepress/Blair_120-02.pdf">http://site.xavier.edu/bepress/Blair_120-02.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
6	Lisa	Close-Jacob	<a href="mailto:closejcb@xavier.edu">closejcb@xavier.edu</a>	142-04 Human Anatomy and Physiology II	142-04	<a href="http://site.xavier.edu/bepress/Close-Jacob_142-04.pdf">http://site.xavier.edu/bepress/Close-Jacob_142-04.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
7	Lisa	Close-Jacob	<a href="mailto:closejcb@xavier.edu">closejcb@xavier.edu</a>	414-01 Adaptive Animal Physiology	414-01	<a href="http://site.xavier.edu/bepress/Close-Jacob_414-01.pdf">http://site.xavier.edu/bepress/Close-Jacob_414-01.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
8	Richard	Converse	<a href="mailto:Converser@xavier.edu">Converser@xavier.edu</a>	143-13 Anatomy and Physiology Lab	143-13	<a href="http://site.xavier.edu/bepress/Converse_143-13.pdf">http://site.xavier.edu/bepress/Converse_143-13.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
9	Richard	Converse	<a href="mailto:Converser@xavier.edu">Converser@xavier.edu</a>	163-08 General Biology II Lab	163-08	<a href="http://site.xavier.edu/bepress/Converse_163-08.pdf">http://site.xavier.edu/bepress/Converse_163-08.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
10	Dottie	Engle	<a href="mailto:engle@xavier.edu">engle@xavier.edu</a>	230-01-02 Genetics	230-01-02	<a href="http://site.xavier.edu/bepress/Engle_230-01-02.pdf">http://site.xavier.edu/bepress/Engle_230-01-02.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
11	Dottie	Engle	<a href="mailto:engle@xavier.edu">engle@xavier.edu</a>	231-01 Genetics Lab	231-02	<a href="http://site.xavier.edu/bepress/Engle_231-01.pdf">http://site.xavier.edu/bepress/Engle_231-01.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
12	George	Farnsworth	<a href="mailto:Farnsworth@xavier.edu">Farnsworth@xavier.edu</a>	122-01 123-01 Tropical Biodiversity in Costa Rica	122-01 123-01	<a href="http://site.xavier.edu/bepress/Farnsworth_122_123.pdf">http://site.xavier.edu/bepress/Farnsworth_122_123.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
13	George	Farnsworth	<a href="mailto:Farnsworth@xavier.edu">Farnsworth@xavier.edu</a>	162-01 General Biology II	162-01	<a href="http://site.xavier.edu/bepress/Farnsworth_162-01.pdf">http://site.xavier.edu/bepress/Farnsworth_162-01.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
14	George	Farnsworth	<a href="mailto:Farnsworth@xavier.edu">Farnsworth@xavier.edu</a>	163-03 General Biology II Lab	163-03	<a href="http://site.xavier.edu/bepress/Farnsworth_163-03.pdf">http://site.xavier.edu/bepress/Farnsworth_163-03.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
15	George	Farnsworth	<a href="mailto:Farnsworth@xavier.edu">Farnsworth@xavier.edu</a>	255-01 Tropical Ecology in Costa Rica	255-01	<a href="http://site.xavier.edu/bepress/Farnsworth_255-01.pdf">http://site.xavier.edu/bepress/Farnsworth_255-01.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
16	George	Farnsworth	<a href="mailto:Farnsworth@xavier.edu">Farnsworth@xavier.edu</a>	398-01 Seminar: Environmental Studies	398-01	<a href="http://site.xavier.edu/bepress/Farnsworth_398-01.pdf">http://site.xavier.edu/bepress/Farnsworth_398-01.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
17	Robert	Faul	<a href="mailto:faulr@xavier.edu">faulr@xavier.edu</a>	472-01 Human Anatomy II	472-01	<a href="http://site.xavier.edu/bepress/Faul_472-01.pdf">http://site.xavier.edu/bepress/Faul_472-01.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
18	Mike	Gehner	<a href="mailto:gehner@xavier.edu">gehner@xavier.edu</a>	106-01 Biology of Aging	106-01	<a href="http://site.xavier.edu/bepress/Gehner_106-01.pdf">http://site.xavier.edu/bepress/Gehner_106-01.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
19	Mike	Gehner	<a href="mailto:gehner@xavier.edu">gehner@xavier.edu</a>	142-05/06 Anatomy and Physiology II	142-05-06	<a href="http://site.xavier.edu/bepress/Gehner_142-05-06.pdf">http://site.xavier.edu/bepress/Gehner_142-05-06.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
20	Charles	Grossman	<a href="mailto:grossman@xavier.edu">grossman@xavier.edu</a>	119-01 Life: Current Topics	119-01	<a href="http://site.xavier.edu/bepress/Grossman_119-01.pdf">http://site.xavier.edu/bepress/Grossman_119-01.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
21	Charles	Grossman	<a href="mailto:grossman@xavier.edu">grossman@xavier.edu</a>	142-01 Anatomy and Physiology II	142-01	<a href="http://site.xavier.edu/bepress/Grossman_142-01.pdf">http://site.xavier.edu/bepress/Grossman_142-01.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
22	Charles	Grossman	<a href="mailto:grossman@xavier.edu">grossman@xavier.edu</a>	162-03 General Biology II	162-03	<a href="http://site.xavier.edu/bepress/Grossman_162-03.pdf">http://site.xavier.edu/bepress/Grossman_162-03.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
23	Nancy	Matre	<a href="mailto:matre@xavier.edu">matre@xavier.edu</a>	127-03/04/09 Life Investigation Lab II	127-03-04-09	<a href="http://site.xavier.edu/bepress/Matre_127-03-04-09.pdf">http://site.xavier.edu/bepress/Matre_127-03-04-09.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
24	Nancy	Matre	<a href="mailto:matre@xavier.edu">matre@xavier.edu</a>	143-03/05/09/11/12 Anatomy and Physiology Lab	143-03-05-09-11-12	<a href="http://site.xavier.edu/bepress/Matre_143-03-05-09-11-12.pdf">http://site.xavier.edu/bepress/Matre_143-03-05-09-11-12.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
25	Herman	Mays	<a href="mailto:mays1@xavier.edu">mays1@xavier.edu</a>	240-01 Evolution	240-01	<a href="http://site.xavier.edu/bepress/Mays_240-01.pdf">http://site.xavier.edu/bepress/Mays_240-01.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
26	Mollie	McIntosh	<a href="mailto:McIntoshm2@xavier.edu">McIntoshm2@xavier.edu</a>	260-01 261-01 Introduction to Environmental Space & Lab	260-01 261-01	<a href="http://site.xavier.edu/bepress/McIntosh_260_261.pdf">http://site.xavier.edu/bepress/McIntosh_260_261.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
27	Randal	Morris	<a href="mailto:morrisr1@xavier.edu">morrisr1@xavier.edu</a>	420-01 421-01 Histology & Histology Lab	420-01 421-01	<a href="http://site.xavier.edu/bepress/Morris_420_421.pdf">http://site.xavier.edu/bepress/Morris_420_421.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
28	Randal	Morris	<a href="mailto:morrisr1@xavier.edu">morrisr1@xavier.edu</a>	450-01 General Microbiology Lecture	450-01	<a href="http://site.xavier.edu/bepress/Morris_450-01.pdf">http://site.xavier.edu/bepress/Morris_450-01.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
29	Randal	Morris	<a href="mailto:morrisr1@xavier.edu">morrisr1@xavier.edu</a>	451-01 General Microbiology Lab	451-01	<a href="http://site.xavier.edu/bepress/Morris_451-01.pdf">http://site.xavier.edu/bepress/Morris_451-01.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
30	Matthew	Neatrou	<a href="mailto:neatroum@xavier.edu">neatroum@xavier.edu</a>	143-06 Anatomy and Physiology Lab	143-06	<a href="http://site.xavier.edu/bepress/Neatrou_143-06.pdf">http://site.xavier.edu/bepress/Neatrou_143-06.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
31	Matthew	Neatrou	<a href="mailto:neatroum@xavier.edu">neatroum@xavier.edu</a>	163-09 General Biology II Lab	163-09	<a href="http://site.xavier.edu/bepress/Neatrou_163-09.pdf">http://site.xavier.edu/bepress/Neatrou_163-09.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
32	Matthew	Neatrou	<a href="mailto:neatroum@xavier.edu">neatroum@xavier.edu</a>	231-03/05 Genetics Lab	231-03-05	<a href="http://site.xavier.edu/bepress/Neatrou_231-03-05.pdf">http://site.xavier.edu/bepress/Neatrou_231-03-05.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
33	Nicholaos	Nikolaids	<a href="mailto:nikolaidsn@xavier.edu">nikolaidsn@xavier.edu</a>	127-06 Life Investigation Lab II	127-06	<a href="http://site.xavier.edu/bepress/Nikolaids_127-06.pdf">http://site.xavier.edu/bepress/Nikolaids_127-06.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
34	Neema	Nourian	<a href="mailto:Nourian@xavier.edu">Nourian@xavier.edu</a>	163-01/06 General Biology II Lab	163-01-06	<a href="http://site.xavier.edu/bepress/Nourian_163-01-06.pdf">http://site.xavier.edu/bepress/Nourian_163-01-06.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01
35	Neema	Nourian	<a href="mailto:Nourian@xavier.edu">Nourian@xavier.edu</a>	231-02/04 Genetics Lab	231-02-04	<a href="http://site.xavier.edu/bepress/Nourian_231-02-04.pdf">http://site.xavier.edu/bepress/Nourian_231-02-04.pdf</a>	FALSE	restricted_syllabus	Spring	2014-01-01